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*DTK MTW*

22 February 1973

MEMORANDUM FOR: Deputy Director for Support  
SUBJECT : Office of Training Weekly Report

1. Courses

a. Advanced Intelligence Seminar

The 14 March-3 April running of the Seminar will focus on world, national, and organizational forces which impact on the Agency and its mission. This is particularly challenging given the imponderables of national and world adjustments to the "post-Vietnam" phase in world affairs, and the concurrent organizational changes in CIA and interest in new methodologies. In addition to such "tried hands" as

25X1A

[redacted] there will be several new

25X1A

speakers, including [redacted]

25X1A

[redacted]

25X1A

[redacted]

b. Survey of Intelligence Information Systems

Student critiques for the 15 January-2 February 1973 running were the most favorable yet for any program conducted by the Information

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Science Training Staff. This interagency course is designed to provide an overview of the various information handling systems in the Intelligence Community and to teach basic skills and their application in the storage and retrieval of intelligence information.

c. COS Seminar

The Seminar which ended on 16 February was one of the most successful in terms of student participation and interest. An added fillip was provided by the timely naming of Mr. Colby as the DD/P the day before he addressed the Seminar. On 16 February, the class had a question-and-answer session with Mr. Karamessines in what may be his last appearance in an Agency training course. General Wa was the closing speaker. The oral-critique session which followed provided material for some adjustments to the next running scheduled for 9-20 April.

d. Counterterrorist Course

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Fifteen officers attended the course held at the [redacted]

25X1A

[redacted] 12-16 February. They were from the Agency (7), Secret Service

(4), and the Department of State (4); their overall performance was excellent.

e. Fundamentals of Supervision and Management

The 14th running of the course was held, 12-16 February, with 36 students in attendance. For the first time, the course included a

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presentation on the subject of alcoholism which consisted of a showing of the movie "The Other Guy," followed by a lecture and discussion session with [redacted], SAS/OP, on the Agency's approach to the problem of alcoholism. Initial reaction to the presentation was enthusiastic and we plan to include it in future runnings.

2. General

25X1A

Another item related to language development and its costs was surfaced at the 16 February meeting of the Interagency Language Roundtable when the Office of Education representative reported on a drastic cut in their budget which may eliminate support for many on-going and proposed foreign language projects in the academic community including the National Defense Education Act Intensive Language Program. This could indirectly

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impact on the Agency by affecting the number of language-qualified people we will be able to recruit in the future.

b. Our language training program is making increased use of both

25X1A [redacted] of late. During the past two weeks, four groups

25X1A were in session at [redacted] is already booked solid for the next two months.

c. We are undertaking a feedback study on the Managerial Grid in an effort to measure its impact on the Agency over the years. A target group of approximately 130 employees has been identified based on percentage of attendance from each Directorate in all the Managerial Grid Seminars conducted during the four-year period, October 1968-1972. Questionnaires, now being drafted, will be sent to the target group to gather data for the study.

25X1A d. On 13 February, [redacted] of the Support School met with

25X1A [redacted] and the Training Officers from all the Support Directorate offices to discuss the Support Services Review: Trends and Highlights Course. Of particular concern was whether or not the Support Career Services were encountering any difficulties in meeting their student quotas for each course. Based on the figures supplied by the Training Officers as to the numbers of employees currently on board who will be eligible to attend future courses, it is our judgment that the course should continue for at least another three years.

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e. In an effort to provide better and more select information on external training opportunities, the Instructional Support Staff conducted a survey among the component Training Officers regarding the dissemination of external course announcements. There was 100% return of our questionnaires, showing wide interest in a variety of subjects.

3. Notes

On 13 February, the Information Science Training Staff briefed Mr. George P. Pickett of the Net Assessment Group, NSC, on the objective and content of the Information Science Training Program.... Agency enrollment in the 5-23 March running of the Foreign Affairs Executive Seminar now stands at five: one each from OC, OS, OER, and two from NPIC.... The National War College has accepted the Agency's four nominees for the

25X1A 1973-74 session. They are: [redacted]

25X1A [redacted] OC, who is

25X1A currently studying [redacted] at the FSI in preparation for an assignment to

25X1A [redacted], has requested that his language program be altered to include

25X1A some training in [redacted] FSI has agreed to limit [redacted] train-

25X1A ing to 16 weeks and to provide the [redacted] training, at no extra cost, during

25X1A the final nine weeks of his scheduled 24-week program.... The fourth and

25X1A fifth runnings of the Records Disposal Seminar were held at Headquarters

25X1A and the Chamber of Commerce Building respectively during the week of

25X1A 12 February. Fifty students attended and their critiques were favorable.

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4. Guest Speakers

Attached is a list of high-level guest speakers for the week beginning  
25 February.

25X1A



HUGH T. CUNNINGHAM  
Director of Training

Att

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**High-Level Guest Speakers  
for the Week Beginning 25 February 1973**

	<u>Name</u>	<u>Course</u>	<u>Location &amp; Time</u>
25X1		<u>Monday, 26 February</u>	
		Senior Seminar	C of C, Rm. 1001 1000 - 1200
	Hugh T. Cunningham DTR	Support Services Review (T&H)	25X1 1300 - 1350
		<u>Tuesday, 27 February</u>	
	Chester Cooper Fellow, Woodrow Wilson International Center for Scholars, Smithsonian Institution	Senior Seminar	C of C, Rm. 1001 1000 - 1200
25X1A		Senior Seminar	C of C, Rm. 1001 1400 - 1600
	Thomas B. Yale D/Fin	Support Services Review (T&H)	25X1A 0945
	John F. Blake D/L	Support Services Review (T&H)	1000 - 1045 1645 - 1700
		<u>Wednesday, 28 February</u>	
	Harold Saunders Senior Staff Member National Security Council	Senior Seminar	C of C, Rm. 1001 0900 - 1100
25X1A		Support Services Review (T&H)	25X1A 0845 - 1015

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Wednesday, 28 February, Cont.

John R. Tietjen, M.D.  
D/MS

Support Services  
Review (T&H)

25X1A

1610 - 1700

Thursday, 1 March

Senior Seminar

C of C, Rm. 1  
1000 - 1200

Senior Seminar

C of C, Rm. 1  
1400 - 1600

25X1A

Assistant Deputy for  
Programmed Intelligence,  
DIA

Midcareer

Hq., Rm. 1A-  
1100 - 1200

25X1A

George W. Allen  
Dir/LAS

Midcareer

Rm

Howard J. Osborn  
D/S

Support Services  
Review (T&H)

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Support Services  
Review (T&H)

1600 - 1700

Friday, 2 March

Dep. Asst. Director  
for Production, NSA

Midcareer

Headquarters  
Auditorium  
1030 - 1200

NSA

0900 - 1200

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Friday, 2 March, Cont.

Bruce C. Clarke, Jr. D/OSR	Midcareer	Hq., Rm. 1A-07 1530 - 1700
John W. Coffey DD/S	Support Services Review (T&H)	<input type="text"/> 25X1A 1430 - 1515
William E. Colby Ex. Dir. -Compt. (Tentative)	Brookings Conference	Hq., Rms. 7D-72 7E-26 1200 - 1420

**Participants (Tentative):**

Edward W. Proctor, DD/I  
Carl E. Duckett, DD/S&T  
Robert S. Wattles, ADD/S  
James R. Murphy, D/DCS  
Hugh T. Cunningham, DTR

25X1A Note:  AD/DCI/IC, is scheduled to address the members of the National Senior Intelligence Course, Defense Intelligence School on Tuesday, 27 February, 1330 - 1520.

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